

MEETING MINUTES Date: June 3, 2025 Time: Not specified

Attendees:

- Gareth (Chair)
- Alice
- David
- Sharon
- Mark
- Ben
- Tiff (joining while driving)
- Claire (mentioned but attendance unclear)

Apologies:

- Steve (driving to France)
- Kirsten (company merger)
- Jeremy (medical absence)

1. Previous Actions Review

- Gil sponsorship team formation still pending
- Need to establish group to oversee sponsorship fund spending
- Suggested members: Claire (finance), training representative, marketing representative, and previously sponsored sailors

2. Safety Documentation & Procedures

- Simon Potter presented document on safety cover observations from Royal Southern events
- Issues identified: communication challenges, boat rigging/unrigging difficulties, volunteer expectations
- Need for improved processes and decision-making protocols
- Discussion of medical condition awareness and communication
- Recommendation for checklists for different roles (Race Officer, CSL, safety crew, beach team)

3. Nationals Update

- Only one entry received so far (Tom Jones)
- Discussion on camping and motorhome facilities
- Need to clarify electricity availability
- Food options updated in event booklet
- Local pub (Ferry Boat Inn) potentially reopening

4. Equipment & Technical

- Discussion on measurement checks for Nationals
- Agreed to continue with previous format of warnings first
- Need to recruit volunteers for measurement checks

5. Class Boats Purchase

- Proposal to purchase two boats (£1,500 each) for northern region
- To be based at Hollingworth
- Funding available from training surplus
- Agreement reached to proceed with purchase

KEY ACTION POINTS:

1. Gil Sponsorship

- Gareth to propose names for sponsorship oversight team
- Contact Jeremy and David regarding contract signing

2. Safety Procedures

- Develop comprehensive safety guidelines incorporating Simon's document
- Create role-specific checklists
- Follow up with RYA regarding youth nationals safety review

3. Nationals

- Sharon to resend special booking links
- Mark to organize camping/motorhome bookings system
- Gareth to check with club regarding electricity availability

4. Committee Roles

- Sharon to prepare website article about committee roles for next year
- David Davis to review roles alignment with incorporation

5. Equipment

- Ben to prepare proposal for Nationals measurement checks
- Recruit volunteers for measurement duties

6. Class Boats

- Mark to proceed with purchase of two boats for northern region
- Confirm insurance requirements and usage guidelines

7. Training

- Follow up on RYA updates regarding training locations and dates
- Communicate confirmed arrangements to members